

Petersburg Regional
Local Human Rights Committee Meeting Minutes
February 13, 2013

Committee Members Present:

Mr. Michael Nichols, LHRC Chair
Mr. Norman Stone, LHRC Member
Mr. Steven Watkins, LHRC Member
Ms. Isabel Vartanian, LHRC Member
Mr. Rudi Jackson, LHRC Member

Committee Members Absent:

Ms. Kathy Tierney, LHRC Member

Affiliate Members (Group A) Present:

Ms. Tanisha Green, Jireh House, LLC, LHRC Affiliate
Mr. Daniel Herr, Gateway Homes, LHRC Affiliate
Dr. Hyatt, Gateway Homes, LHRC Affiliate
Ms. Lashanda Powell, Triumph Residential Services, LHRC Affiliate
Ms. Ramona Strickland, Poplar Springs Hospital, LHRC Affiliate
Ms. Latonya Brown, Positive Image, LHRC Affiliate
Ms. Latasha Flood, Life Enhancement Services, LLC, LHRC Affiliate
Mr. Ronald Wallace, River City Residences, LHRC Affiliate
Ms. Lisa Boone, Caring Hearts, LHRC Affiliate
Ms. Kimberly M. Lindblad, Specialized Youth Services of Va., Inc., LHRC Affiliate
(Group B) and Liaison to the LHRC
Ms. Ruth Proctor, New Journey Family Services, LLC, LHRC Affiliate (Group B)

Affiliate Members Absent:

Ms. Ti'Juana A. Gholson, FamMat LLC, LHRC Affiliate
Mr. Charles Scott, United Family Services, LHRC Affiliate

Others Present:

Ms. Carrie Flowers, Human Rights Advocate, Office of Human Rights
Ms. Tracey Coleman, New Desires Services, Prospective LHRC Affiliate
Mr. Chad Chappell, C & N Family Service, LLC, Prospective LHRC Affiliate

I. Call to Order

- a) Mr. Nichols called the meeting to order at 2:37pm; Mr. Jackson seconded.
Introductions were made.

II. Approval of the Minutes

- a) The committee reviewed the minutes from the November, 2012 meeting. Mr. Watkins motioned to approve the minutes; Ms. Vartanian seconded. Motion carried.

III. Public Comments

No public comments were made.

IV. New Business

- a) Ms. Tracy Coleman of New Desires Services requested permission to affiliate her agency with the PR-LHRC. Her agency will provide mental health support services to individuals 18 to 65 years of age. The service is designed to assist the identified individuals with development of independent living skills, money and budgeting skills, and the skills necessary to maintain their residence in a clean/organized manner. QMHPs and paraprofessionals assist the clients on working toward identified goals independently so they can be self-sufficient. The agency's office is in Petersburg, Va. Ms. Coleman indicated clients are technically self-referred. Ms. Coleman will approach hospitals, clinics and local correction facilities, etc. to inform those agencies of the service, so appropriate referrals can be made. Ms. Coleman has worked in the mental/behavioral health field since 1996 providing residential care, day treatment services, security at Central State Hospital, and a host of other mental health services. Ms. Andrea Pope will be designated as the Human Resources Director for the agency. New Desires Services is awaiting licensure. Mr. Watkins motioned to accept New Desires Services as a new affiliate to the committee; Mr. Jackson seconded. Motion carried.
- b) Mr. Chad Chappell of C & N Family Services, LLC, requested to affiliate his agency with the PR-LHRC. His agency will provide the Mental Health Support service in the Richmond area to 18 to 65 year old adults. Minority women will be targeted due to the trend that this population is currently under-served. The agency has an LCSW on board and QMHPs ready to work; the agency is awaiting licensure. The agency will refer out to other organizations for SA services for their clients. Mr. Watkins motioned to approve the affiliation of C & N Family Services to the committee; Ms. Vartanian seconded the motion. Motion carried.

- c) New Journey Family Services' representative Ruth Proctor requested to add Intensive In-Home Counseling to the array of services already provided by the agency and affiliated with this LHRC. The agency/service will serve children 6 yrs to 21 yrs, primarily, in the Emporia area, who are at risk of out of home placement. The service will work to help the family work more effectively together. When asked which model would be utilized by the agency/service, Targeted Behavior Therapy was the model identified by Ms. Proctor. Mr. Watkins motioned to approve the addition of the new service and the affiliation with the committee; Mr. Jackson seconded the motion. Motion carried.

V. Old Business

- a) It appears the affiliates' account will be drained of its funds by 2014, if current expenditures remain consistent with expenditures over the past year. A suggestion was made that each agency pay \$100 upon affiliation and \$50 every fiscal year after that. Of the 14 affiliates present in the meeting, 12 agencies voted that each affiliate should pay the renewal payment (\$50) at the fiscal year, regardless of when the agency affiliated with the committee (i.e. no pro-rating). Group B is to take a vote in May 2013 to see if this process is acceptable to those affiliates. Another suggestion was made to require that affiliates submit \$100 upon affiliation and \$50 every fiscal year after that, unless the agency affiliated within the 3 months just prior to the fiscal year (wherein they would have just paid the initial \$100 fee). In such cases, the affiliate would not pay the renewal dues of \$50 until the following fiscal year. As of the most recent financial report provided by Gateway Homes (January, 2013), Affiliate Dues have not been submitted yet by FamMat Services, Positive Image, United Family Services, Simms Children Assistance Services (New Horizon Group Home), S.O.A.R., LLC., Total Wellness Centers, Inc., New Desires Services, and C & N Family Services. The initial \$100 dues should be submitted to Gateway Homes, with memo indicating "PR-LHRC", to be compliance with the cooperative agreements. If payments have been submitted since January 31, 2012, those payments are not reflected on the current financial statement but will be reflected on the next financial statement.
- b) Ms. Bernice Lee of Life Enhancement Services, LLC, responded to the questions

posed by committee members during the last LHRC meeting, to the satisfaction of the present Committee Members in attendance at this meeting. Information was requested regarding how the Crisis Stabilization services will vary from those provided to the youth and those provided to adult clients, how the service will address psychiatric and medical emergencies, how the service differs from Mental Health Support, and how the agency/affiliate will “link” clients to community resources. Mr. Watkins motioned to accept Life Enhancement’s addition of Crisis Stabilization to its array of services as well as the affiliation of this service to the PR-LHRC; Ms. Vartanian seconded the motion. Motion carried.

VI. Affiliate Reports

- Jireh House, LLC
 - Gateway Homes
 - Triumph Residential Services
 - FamMat Services, LLC (absent)
 - Poplar Springs Hospital
 - Positive Image
 - Life Enhancement Services, LLC
 - River City Residences
 - United Family Services
 - Caring Hearts
- a) *Reminder to Affiliates: you are required to forward Program Reports (on the newest quarterly report format) to your Affiliate Liaison (Ms. Lindblad) regardless of whether or not your attendance is required at the scheduled meeting. (Group B attends the May, 2013 meeting.) Ms. Lindblad will forward the newest report format to new affiliates to ensure new affiliates have the correct report format.*
- b) *Meeting attendance or failure to provide written report can/will result in a citation from DBHDS.*
- c) *Committee Liaison will send revised contact list to all affiliates and members.*

VII. Advocate’s Report

- a) Human Rights Regulations are being revised currently. Agencies are asked to visit the state's website to provide feedback regarding the proposed revisions to the regulations.

VIII. Closed Session (no closed session)

IX. Other Business

- a) Meetings scheduled to be held during the 2013 year will occur as follows: May 8, 2013 (Group B); August 14, 2013 (Group A); November 13, 2013 (Group B).

b) Reporting Period	Reports to Kim by	Meeting Date
1/1/13 – 3/31/13	4/10/13	5/8/13 (Group B attends meeting)
4/1/13 – 6/30/13	7/10/13	8/14/13 (Group A attends meeting)
7/1/13 – 9/30/13	10/10/13	11/13/13 (Group B attends meeting)
10/1/13 – 12/31/13	1/10/14	2/12/14 (Group A attends meeting)

X. Adjournment

- a) Mr. Watkins made a motion to close the meeting. Ms. Vartanian seconded the motion. Motion carried. The PR-LHRC meeting was adjourned at 3:51pm.

2/27/13; kml